

Village of Campbellsport – Regular Plan Commission Meeting – October 24, 2006

Meeting of the Village Plan Commission was held in the Village Council Room, 177 E. Main St.

Item#1 – Plan Commission meeting was called to order by Chairperson Dean Uelmen at 6:00P.M.

Item#2 – Meeting notice given to the Campbellsport News, National Exchange, Library, Post Office and posted at Village Hall and in compliance with the open meeting law.

Item#3 – Roll Call: Dan Boldt, Bill Grede(arrived at 6:04PM), Mark Gruber, Matt Mrochinski, Dave Schellhaass, Don Stoffel, Dean Uelmen

Others in attendance: Ann Schneider- Agnesian Healthcare, Joanne Del Ponte , Mary Jo Greene, Tom Matenaer, Paul Ziebert(Zoning Administrator with West Bend)-sister of Ann Schneider

Item#4 – **Motion** by Mark Gruber, seconded by Dave Schellhaass to approve the minutes of the Sept. 26, 27th and Oct. 9th, 2006 planning commission meeting as presented. Ayes-6, Noes-0, Absent-1(Grede)

Item#5 – No Public Comments

Item#6 – No drainage plans were presented. Mark Gruber did inform Board that Bill Grede had contacted him about building a shed on Joan Mayer property- 544 Skyhawk Ave. where an easement is on record in the village office and FDL County for stormwater management. Pres.Uelmen reminded both parties that no part of the structure can be on any part of the easement area, not even the overhang of building.

Item#7 –Letter from Ann Schneider of Agnesian Healthcare was distributed to board members prior to meeting about request to place signage on ROW to give direction to medical clinic. The intersections interested in are E.Main St.& Helena St. and just past the intersection of Grandview Ave.(Hwy W) and E.Sheboygan St. on South side of street between Grandview Ave. & N.Elm St. After a lengthy discussion between the Plan Commission, Ann Schneider and Paul Ziebert it was recommended to Ann to contact Fond du Lac County Highway Dept. for direction to contact State DOT and themselves about placing signs and size in ROW on State and County roadways. Ann to come back to Village Board after initial contact with County & State with signage she would like to propose approval for.

The Village of Campbellsport does require a permit to place a sign and would like to stay consistent with FDL County and State DOT signage requirements.

Item#8 -Paul Ziebert explained signage requirements(lightning, size and location) in the City of West Bend and how he enforces their code. Plan Commission asked if he could share municipal code language from West Bend so Plan Commission doesn't need to reinvent the wheel and can decide what the village may want to adopt for code. Many scenarios were discussed.

Item#9 – Home Occupations in the village were discussed and looked at if municipal code should be expanded/allowed to include clerical workers in home which would not be intrusion to the neighbors.

Chairperson Uelmen read aloud his ideas on Home Occupation municipal language and permit required by original applicant.

Paul Ziebert stated his job duties in the City of West Bend is to enforce home occupation municipal code and almost all communities allow home occupations for only occupants residing on the premises. The main reason is for parking. The sole intent of a home occupation is for occupants to run a small (minor) business out of their home. It should not disturb the residence or character of the neighborhood.

West Bend has distinction of minor or major and only major home occupations require a permit.

Item#10– Announcements – Clerk reminded members of joint meeting on Wednesday, Oct.25th with the village board to review revised mobile home ordinance by Atty. Matt Goldin at 6:30P.M.

Item#11 – Motion by Bill Grede, seconded by Matt Mrochinski to adjourn meeting at 7:45 P.M. Motion carried.

Respectfully submitted,Diane Lemke, Clerk/Treasurer CMC